

Hampton

LIFESAVING CLUB

www.hlsc.org.au

ABN 70 741 686 273

Affiliated with Life Saving Victoria

HALL HIRE APPLICATION

To apply for hire of the Hampton Life Saving Club, please complete the attached application form and **forward it to:**

***Hampton Life Saving Club,
Hall Hire Manager
PO Box 1124,
HAMPTON NORTH 3188***

Please note: Applications are assessed based on the rental criteria set by the Hampton Life Saving Club Committee of Management and The Bayside City Council.

Preference will be given to Club Members and Sponsors.

All rentals are subject to the Guidelines set out in the attached sheet.

The Committee reserves the right to accept or decline any application for the use of the hall.

The Committee meets on the second Monday of each month.

Should you have any queries, please do not hesitate to ring our Booking Manager Donna Maloney on 9530 5503.

Correspondence to: The Secretary, PO Box 1124, Hampton North 3188.

Email: secretary@hlsc.org.au

Website: <http://www.hlsc.org.au/>

HALL HIRE FEES and CONDITIONS

HALL HIRE FEES:

	CHILDREN'S PARTY'S SCHOOL GROUPS	MIDWEEK MONDAY – THURSDAY	WEEKEND FRIDAY – SUNDAY Friday/Saturday night - Not available late October to early April
Day Hire Up to 5.00pm MINIMUM HIRE OF 3 HOURS	\$220	\$44 per hour	\$66 per hour Sat/Sun - Not available late Oct - April
Night Hire After 5.00pm, up to 11.30pm	N/A	\$330	\$660
Permanent Bookings	Permanent bookings are available subject to approval by the Hampton Lifesaving Committee of Management and are subject to the terms and conditions stipulated.		
Bond	50% of Hall Hire		
<p>NOTE ALL RUBBISH MUST BE REMOVED FROM THE HALL ON THE EVENING OF YOUR HIRE.</p> <p>THE HALL INCLUDING TOILETS AND KITCHEN MUST BE LEFT CLEAN AND TIDY.</p> <p>\$100 WILL BE REMOVED FROM YOUR BOND IF THIS IS NOT DONE</p>			

HALL HIRE TERMS AND CONDITIONS:

- All prices inclusive of Goods and Services Tax
- A \$100 Deposit is payable within 2 weeks of acceptance of the booking. Bookings will be cancelled if the deposit is not received by the due date.
- Final Payment, including the bond, must be made 4 weeks prior to the function. Bookings will be cancelled if the final payment is not received by the due date, with the deposit being non-refundable.
- Cancellations outside 4 weeks of the function will receive a full refund.
- Cancellations within 2 weeks of the function will incur the total loss of the hire amount.
- **ANY** breakage's, vandalism or damage will be deducted from the bond.
- Bookings for birthday parties of ages between 14th and 21st may not be accepted.
- A moderate level of music is permitted until 11.30pm, quiet music may be played after this time.
- Liquor Licensing Victoria 'Responsible Alcohol Policy' must be enforced, and is the responsibility of the hirer.
- No access permitted to internal downstairs area.
- Parental/adult supervision is required at ALL times
- Friday night, weekend day and Saturday night hire is only available from April to October.
- Club member/s and Sponsors may receive a discount hire rate at discretion of the Hampton Committee of Management..
- Life Saving Club awards and pictures **MUST NOT** be removed from the walls.
- The Hall, including kitchen and toilets, must be left clean and tidy and the conclusion of the hire.
- Any excessive mess that is required to be cleaned will be deducted from the bond.
- All tables and chairs are to be put away.

If you have any queries, please contact Donna Maloney 9530 5503.

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APPLICATION TO HIRE - Hampton Life Saving Club Hall

Applicant (Organisation / Individual)	
Contact Person	
Address	
Phone (WK)	(AH)
Mobile	eMail
ABN (Organisation Only)	
Intended Function	
Preferred Date/s (Please list 3 Options)	____ / ____ / ____ ____ / ____ / ____ ____ / ____ / ____
Function Time Start - Finish -	
Do you require set-up time	Yes / No
If yes, how many hours - (There may be an additional charge)	
Intended Music	
Intended Catering Arrangements	

I/we agree to the terms and conditions of hall hire as stipulated by the Hampton Lifesaving Club Committee of Management. (Unsigned forms will NOT be accepted.)

Signature: _____ Date: _____

**Please return this form and your deposit to:
Hampton Life Saving Club PO Box 1124 Hampton North 3188**

Correspondence to: The Secretary, PO Box 1124, Hampton North 3188.

Email: secretary@hlsc.org.au

Website: <http://www.hlsc.org.au/>